



Sahuarita Unified School District No. 30

Sahuarita High School

Sahuarita Middle School

Sopori Elementary School

Sahuarita Primary School

Sahuarita Intermediate School

MINUTES

Regular Governing Board Meeting

**6:30 p.m. – February 25, 2004 – Sub Hall B – District Auditorium
350 W. Sahuarita Road, Sahuarita, AZ 85629**

I. Call to Order and Pledge of Allegiance

President Anthony Bruno called the meeting to order at 6:30 PM. Also present were Board members Michael Lurkins, Elaine Hall, Daniel Zobenica, Superintendent Dr. Jay C. St. John and Business Manager Charlotte Gates. Board member Martin McGee was absent. There were 37 guests. The Pledge of Allegiance was observed.

II. Approval of Agenda

Dr. St. John recommended approval of the agenda as it was revised. Mr. Lurkins made the motion and was seconded by Mrs. Hall. The motion carried.

III. Approval of Minutes – February 11, 2004, Regular Governing Board Meeting

Dr. St. John recommended approval of the minutes for the regular meeting on February 11, 2004 as distributed. Mrs. Hall made the motion and was seconded by Mr. Zobenica. The motion carried.

IV. Approval and Ratification of Vouchers

Mrs. Gates recommended ratification of previously approved payroll Voucher 17 in the amount of \$431,612.03 and new payroll Vouchers 18 for the pay period ending February 27, 2004 in the amount not to exceed \$500,000.00, payroll Voucher 19 for the pay period ending March 12, 2004 in the amount not to exceed \$500,000.00, payroll Voucher 20 for the pay period ending March 26, 2004 in the amount not to exceed \$500,000.00 and payroll Voucher 21 for the pay period ending April 9, 2004 in the amount not to exceed \$500,000.00. She further recommended approval of expense vouchers 5034 and 5035 in a total amount of \$361,023.01. Mr. Lurkins made the motion and was seconded by Mrs. Hall. The motion carried.

V. Call to the Public

Lynn Ash addressed the Board regarding an Education Association Rally that AEA is sponsoring. The purpose of the rally is to force the legislators to look at all districts as one. She distributed a news release from AEA. On Wednesday March 3 a group will be leaving the school at 2:00 pm to attend the rally. She invited anyone who was interested in attending.

VI. Recognition of Staff, Students and Community

Charlotte Gates, Business Manager, recognized the following staff member:

Terri McGee was recognized for her outstanding work and dedication to the Sahuarita District Office. Terri was previously working as Clerk III – Special Accounts/District Receptionist. When Sara Malovich, the accounts payable person left, Terri applied and was awarded the position. Terri managed not only the Accounts Payable position but also

the receptionist position until a replacement was found. Productivity did not suffer during that time and that was due to Terri working 110% with a positive attitude. She is a true asset to the office.

VII. New Business

A. Business

1. Financing for HVAC Project – Discussion and Possible Action

Mrs. Gates distributed information to the Board regarding financing for the HVAC project. After receiving several proposals, she recommended financing through Sun Trust Leasing Corporation. The total financing for the HVAC project would be \$393,269.74 for a 5-year term at a rate of 2.87% with an annual payment of \$84,052.49. Mr. Zobenica made the motion and was seconded by Mr. Lurkins. The motion carried.

2. New Administration Building Update – Information Only

Dr. St. John displayed the final drawings for the new administration building. The Town of Sahuarita has issued a purchase order to Centennial Construction for the cost, which is not to exceed the amount of money the district is receiving from the Town for the property. The final drawings have been picked up by Centennial; they will review the drawings one more time to make sure that they can keep within the cost. The school district has applied for a building permit from the Town of Sahuarita and if everything is in order the district could possibly break ground within the next 30 days. Dr. St. John will continue to update the Board at the district moves forward with the project.

3. Call for Override Election – Information Only

A calendar for the Fall 2004 School District Elections was distributed to the Board. Dr. St. John advised the Board that it would need to call for the election between June 7 and August 4, 2004. This is information only at this time, but will be brought back on a future agenda for the Board to call for the election.

4. Long Range Planning Committee Report – Information Only

The Long Range Planning Committee met last Wednesday night. There were approximately 25 attendees. Dr. St. John stated that it was a positive experience. The committee decided to fold the override committee under its umbrella. They have established three sub-committees underneath the Long Range Planning Committee's umbrella. The first sub-committee is the Override Committee. This committee has established its first meeting off campus due to rules of override elections. The committee will meet with members of the former committee so they can get information regarding how to establish a political action committee and the paperwork involved. Chris Thomas from ASBA will attend the next Board meeting to address the Do's and Don'ts of override elections for those people who are involved in the day-to-day operations of the district.

The second sub-committee will be a one who responds to any situations with the new wing at the high school. Steve Kellermeyer will direct that committee. The third sub-committee will be one that will make recommendations to the Board regarding the additional middle school.

The Long Range Planning Committee will meet again on March 24. The Override Committee will meet on March 2.

B. Personnel – Discussion and Possible Action

1. Stipend for England Exchange Coordinator ++

Dr. St. John received a letter from Mr. Kellermeyer addressing a stipend for the England Exchange Organizer. Mr. Jerry Price has coordinated the England Exchange Program for several years. He has requested a stipend similar to a high school assistant coach's stipend. Dr. St. John has been active in what goes on when students from England come to the district and there is a great deal of planning that takes place. Mr. Price and Lauryl Fife will be traveling with a group of students from the district to England in the next few weeks. It involves a great deal of time and commitment on Mr. Price's part. Dr. St. John recommended approval of the stipend. Mr. Lurkins made the motion and was seconded by Mrs. Hall. The motion carried.

C. Instruction

1. Special Education Finance Report – Information Only - **Attachment A**

Dr. St. John provided information regarding Special Education Finance. Attachment A is a copy of Special Education Costs broken down by buildings. He stated that there are two major sources of funding for Special Education in the district. One of those sources is Maintenance & Operation. He advised the Board that there is no separate funding for Special Education compared to Regular Education or Transportation. Those three funds are the M & O Fund and the amount of money that is in M & O has to be divided between regular education, special education and transportation. 1.5 million dollars out of the M & O budget is being spent on special education, \$18,000.00 in Capital and the total federal grant from Title VI B is \$329,000.00. This means that almost 1.9 million dollars is being spent on special education of children in the district.

Mr. Bruno asked Dr. St. John to clarify Title VI B. Is that IDEA?
Dr. St. John responded yes it is IDEA, Individuals with Disabilities Education Act. It is a federal special education law.

2. New SHS Spanish Textbooks – On display in the Sahuarita High School Library Classroom for 60 days – **Information Only ++**

The high school Spanish department has selected the books listed below as potential new Spanish textbooks. As required by statute the books will be on display in the library classroom for 60 days.

Ven Conmigo – Level 1
Student Edition
Publisher: Holt, Rinehart and Winston 2003
ISBN 0-03-056589-8

Ven Conmigo – Level 1
Annotated Teacher's Edition
Publisher: Holt, Rinehart and Winston 2003
ISBN 0-03-0-57324-6

Ven Conmigo – Level 2
Student Edition
Publisher: Holt, Rinehart and Winston 2003
ISBN 0-03-056591-X

Ven Conmigo – Level 2
Annotated Teacher's Edition
Publisher: Holt, Rinehart and Winston 2003
ISBN 0-03-056592-8

Ven Conmigo – Level 3
Student Edition
Publisher: Holt, Rinehart and Winston 2003
ISBN 0-03-056592-8

Ven Conmigo – Level 3
Annotated Teacher's Edition
Publisher: Holt, Rinehart and Winston 2003
ISBN 0-03-05327-0

Ven Conmigo – Nuevas Vistas (Level 4 & 5)
Curso Uno
Student Edition
Publisher: Holt, Rinehart and Winston 2003
ISBN 0-03-55213-3

Ven Conmigo – Nuevas Vistas (Level 4 & 5)
Curso Dos
Student Edition
Publisher: Holt, Rinehart and Winston 2003
ISBN 0-03-52712-0

Ven Conmigo – Nuevas Vistas (Level 4 & 5)
Curso Uno
Teacher's Resource Binder
Publisher: Holt, Rinehart and Winston 2003
ISBN 0-03-64386-4

Ven Conmigo – Nuevas Vistas (Level 4 & 5)
Curso Dos
Teacher's Resource Binder
Publisher: Holt, Rinehart and Winston 2003
ISBN 0-03-064396-1

Buen Viaje – Level 1
Student Edition
Publisher: Glencoe/McGraw Hill 2003
ISBN 0-07-828860-6

Buen Viaje – Level 1
Teacher Wraparound Edition 2003
Publisher: Glencoe/McGraw Hill 2003
ISBN 0-07-829191-7

Buen Viaje – Level 2
Student Edition
Publisher: Glencoe/McGraw Hill 2003
ISBN 0-07-829180-1

Buen Viaje – Level 2
Teacher Wraparound Edition 2003
Publisher: Glencoe/McGraw Hill 2003
ISBN 0-07-829181

Buen Viaje – Level 3
Student Edition
Publisher: Glencoe/McGraw Hill 2000
ISBN 0-02-641813-4

Buen Viaje – Level 3
Teacher Wraparound Edition
Publisher: Glencoe/McGraw Hill 2003
ISBN 0-02-641814-2

Somos Asi – En Sus Marcas – Level 1
Student Edition
Publisher: EMC/Paradigm 2005
ISBN 0-8219-1887-7

Somos Asi – En Sus Marcas – Level 1
Annotated Teacher's Edition
Publisher: EMC/Paradigm 2005
ISBN 8219-1888-5

Somos Asi – Listos – Level 2
Student Edition
Publisher: EMC/Paradigm 2005
ISBN 0-8219-1913-X

Somos Asi – Listos – Level 2
Annotated Teacher's Edition
Publisher: EMC/Paradigm 2005
ISBN 0-8219-1914-8

Somos Asi – Ya – Level 3
Student Edition
Publisher: EMC/Paradigm 2005
ISBN 0-8219-1936-9

Somos Asi – Ya – Level 3
Annotated Teacher's Edition
Publisher: EMC/Paradigm 2005
ISBN 0-8219-1937-7

VIII. Superintendent/Administrative Reports

Administrators provided written reports to the Board.

Steve Kellermeyer - Mr. Kellermeyer stated he was able to spend time with some of those who came from England as part of the exchange program. He stated that it was great to see the interaction of the students. He played a tape that was made by some of the teachers and students from England. They had a fantastic time. One student expressed what a wonderful time she had and how she didn't want to leave. She is now hoping to return during her next break. Mr. Kellermeyer thanked the Board for all they have done and the chances that they given to others to be a part of this program.

Dr. St. John

District enrollment is at 2625 as of this morning when he ran a report.

Dr. St. John provided the Board with a copy of the ad for the high school principal that was in Education Week, public education's recruitment, marketplace, news information letter. The cost of the ad is a little over \$1000.00. It is run once a week for four weeks and then it is on their web page.

The district received a thank you note from Cassie Burrell for being involved with the memorial for the students who where involved in an accident a year ago.

Another thank you note was received from the Santa Cruz Valley Car Nuts for the district's participation in the car show on January 31, 2004 in Tubac. A net income of \$8500.00 will be used to purchase the Grad Night car and scholarships.

Dr. St. John distributed a newsletter from Dennis Maki regarding the VICA winners.

Dr. St. John commented on the basketball players and cheerleaders behavior while attending the State championship in Flagstaff. The student's behavior was great and the hotels that they stayed at stated that they would welcome our students back anytime. Another team had to be asked to leave, but not the students of Sahuarita.

Charlotte Gates – Charlotte Gates shared a valuable website with the Board. She attended a leadership conference with ASBO International and they have a web page entitled Legislative Action that provides valuable information regarding issues that are happening on the Federal level. You can also get contacts for congress and state officials. The website is www.asbointl.org. This website also allows an individual to register to vote.

IX. Consent Agenda

The superintendent recommended approval of those items on the Consent Agenda as it distributed. Mr. Zobenica made the motion and was seconded by Mr. Lurkins. The motion carried.

A. Employment

1. Erika Christian, Instructional Aide II, Title I – SHS – Replacement – Effective 02/19/04
2. Debbie Hobbs & Melissa Wing, \$1500.00 Stipend – Early Childhood Block Grant

B. Resignations/Terminations/Separations

1. Alice G. Saylor, High School Principal Secretary - Retirement Effective June 30, 2004
2. Mildred A. Musson, Alternative Language Program Teacher for SPS, SIS and Sopori – Retirement Effective End of 2004-2005 School Year.

C. Volunteers

1. Nancy Trotta – SHS – Effective 02/25/04
2. Jeanne Clauson – Sopori – Effective 02/25/04

D. Approval of Student Activity, Auxiliary and Revolving Fund Expenditures December - 2003

E. Facilities Use & Property Rental

1. Town of Sahuarita Summer Swim Program – M W F 11:00 AM to 7:00 PM; T & TH 11:00 AM to 5:00 PM; S & S 1:00 to 5:00 PM; May 22 through August 31 for daily use. August 13-31 for weekend use.
2. Copper Hills Little League – Old JV and HS Baseball Fields & snack bar by Baseball Field – March 1 through August 1, 2004.

X. Board Communication

Anthony Bruno – Mr. Bruno expressed that it is an election year and both he and Elaine met with legislators a week and a half ago. They were able to speak to several of them; it

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was a little discouraging and encouraging because of all the different opinions. He provided a website for those who would like become involved with the election. It is the Arizona School Boards Association. www.azsba.org.

Mike Lurkins – Mr. Lurkins had the opportunity to attend the seventh and 8th grade band student's solo/ensemble competition. There were also sixth graders who attended the competition, they played their instruments and the judges were very impressed with them.

Elaine Hall – Mrs. Hall thanked Charles Oldham for having the Cowboy Cookout at the Sopori School every year. It brings parents and others to the school more often.

XI. Establish Next Board Meeting – March 10, 2004 District Auditorium

XII. Executive Session

Mrs. Hall moved the Board enter executive session pursuant to §A.R.S. 15-843 to hear the request of several students in Alternative to Suspension Program to return to mainstream classroom setting – Discussion and Possible Action. A roll call vote was taken with all members aye. The time was 7:21. The Board returned to regular session at 7:50 and adjourned the meeting.

XIII. Adjournment

The meeting was adjourned at 7:55 PM. Mrs. Hall made the motion and was seconded by Mr. Lurkins.

Respectfully,

Clerk of the Board